

Minutes Tempe Historical Museum Advisory Board April 5, 2012

Minutes of the Tempe Historical Museum Advisory Board recorded at 4 p.m. on April 5, 2012, within the Tempe History Museum Board Room, 809 E. Southern Avenue, Tempe, AZ.

(MEMBERS) Present:

Bob McKinley, Chair Christopher Clair Mark Hubble

Angela Lopez Shirley McKean

Jennifer Wagner

City Staff Present:

Dr. Amy Douglass, Administrator - Tempe History Museum Rachael Peterson, Administrative Assistant - Library and

Cultural Services Division

Guest(s) Present:

Anne Chandler, Representative - Policies, Procedures

and Accessions

(MEMBERS) Absent:

Dr. James Schoenwetter, Vice Chair Mary O'Grady Gerald Woodward

Meeting convened at 4 p.m.

Bob McKinley, Tempe Historical Museum Advisory Board Chair, called the meeting to order.

Agenda Item 1: Consideration of the March 1, 2012, Meeting Minutes

- Bob McKinley, Tempe Historical Museum Advisory Board (Museum Board) Chair, presented the *March 1, 2012*, Museum Board *meeting minutes document* to the Museum Board members for review and consideration.
- Jennifer Wagner requested that page 2 of the March 1, 2012, Museum Board meeting minutes document be updated to reflect the following text subtraction within Agenda Item 3: Tempe History Museum Vision Statement:
 - "The Tempe History Museum is *a center* where the community comes together to explore Tempe's past, share its present and imagine its future."
- MOTION: Mark Hubble moved to approve the March 1, 2012,

Museum Board meeting minutes document with the proposed text

subtraction.

SECOND: Shirley McKean seconded

DECISION: March 1, 2012, Museum Board meeting minutes document approved

with the proposed text subtraction.

Agenda Item 2: Communications Report

- Dr. Amy Douglass, Tempe History Museum Administrator, reminded the Tempe
 Historical Museum Advisory Board (Museum Board) members that *Tempe Mayor Hugh
 Hallman* recently appointed three individuals to the Museum Board; Dr. Douglass
 confirmed that the following people were appointed by Mayor Hallman:
 - Christopher (Chris) Clair;
 - Mary O'Grady;
 - Jennifer Wagner.
- Dr. Douglass explained that the new member terms will expire effective December 31, 2014; Dr. Douglass added that upon the expiration of the terms, the new members will be offered an opportunity to serve a second three-year term.
- Dr. Douglass introduced Chris Clair to the Museum Board members, and further welcomed C. Clair to the Museum Board meeting.
- Dr. Douglass distributed membership manual binders to the new Museum Board members.
- Dr. Douglass further reminded the Museum Board members that the Tempe History Museum (Museum), in conjunction with the Tempe Historical Society, is playing host to a preview opening of the Museum's exhibit titled, "Lessons from the Hohokam: Our Future with Water," immediately following the Museum Board meeting at 5:30 p.m. on April 5, 2012, within the Museum's lobby area and its adjacent Community Room. Douglass encouraged the Museum Board members to attend, and explained that the exhibit was created through a partnership between the Tempe History Museum and Arizona State University's School of Human Evolution and Social Change.

Agenda Item 3: Deputy Director Recruitment

- Dr. Amy Douglass, Tempe History Museum Administrator, announced that *Barbara Roberts*, Director of Library Services for the City of Palm Springs, California, was selected to fulfill the vacant Deputy Director position within the City of Tempe Community Services Department's Library and Cultural Services Division.
- Dr. Douglass explained that B. Roberts will oversee the operations of the Tempe History Museum, the Tempe Public Library and the Tempe Center for the Arts, and will serve as the primary staff liaison to the Tempe Historical Museum Advisory Board, the Tempe Public Library Advisory Board and the Tempe Municipal Arts Commission. Douglass added that B. Roberts will begin her employment with the City of Tempe on June 11, 2012.
- Bob McKinley, Tempe Historical Museum Advisory Board (Museum Board) Chair, reported that he attended the candidate forum for the Deputy Director recruitment. McKinley noted that the forum was well-attended, and that there were several similarities between each of the candidates and their respective backgrounds.
- Jennifer Wagner, Museum Board member, stated that she served as a member of the initial interview panel for the Deputy Director recruitment. Wagner reported that the panel interviewed 11 qualified candidates, and further noted that Barbara Roberts interviewed well.

Agenda Item 4: Four (4) Disciplines of Execution Report

- Dr. Amy Douglass, Tempe History Museum Administrator, reminded the Tempe
 Historical Museum Advisory Board (Museum Board) members that the Tempe History
 Museum (Museum) staff members are participating in a *goal achievement and accountability program* that addresses four (4) disciplines of implementation.
 Douglass explained that the training is hands-on, and that the goal-setting process is
 staff-team-driven and may benefit the day-to-day operations of the Tempe History
 Museum.
- Dr. Douglass reported the following goal set by the Museum staff members:
 - To increase repeat Museum visits by 10% through regular content changes to the Museum's main exhibit gallery by no later than March, 2013.
- Dr. Douglass noted that the Museum strives to cater to a finite audience, and that the 10% visitation increase outlined within the goal achievement and accountability program is specific to Tempe citizens. Douglass explained that the Museum's front desk staff members are surveying patrons as a means to track repeat visitors.
- Dr. Douglass stated that the Museum staff members intend to work towards generating a goal achievement action plan throughout the remainder of April, 2012; Dr. Douglass affirmed that the content changes to the Museum's main exhibit gallery will be no-cost as a result of the gallery's flexible design.
- Mark Hubble, Museum Board member, suggested that the City of Tempe Community Services Department generate a map specific to the Tempe Community Center Complex Campus (Campus), as well as conduct an analysis of the effectiveness of the Campus' current signage.
- Bob McKinley, Museum Board Chair, praised M. Hubble's suggestion of a Campus map.
- Shirley McKean, Museum Board member, suggested that the Museum staff members solicit email addresses from the Museum's special event and program attendees.

Agenda Item 5A: Report - Double Butte Cemetery Tour Event

- Dr. Amy Douglass, Tempe History Museum Administrator, reported that the *Double Butte Cemetery Tour* event occurred on March 4, 2012, within Tempe Double Butte Cemetery, 2505 W. Broadway Road, Tempe.
- Dr. Douglass reminded the Tempe Historical Museum Advisory Board (Museum Board)
 members that the revenue generated by the ticket sales for the Double Butte Cemetery
 Tour (Tour) event will benefit the Tempe History Museum's *Oral History Program*, as
 well as the *Tempe Historical Society*.
- Dr. Douglass noted that the 2012 Tour event was successful; Dr. Douglass confirmed that 99 people attended the Tour, and that the proceeds raised totaled \$1300.
- Dr. Douglass praised Gerald Woodward for his assistance with the Tour, as well as his representation as a member of the City of Tempe staff-member-led Double Butte Cemetery Tour Event Committee.

Agenda Item 5B: Report - Public Programs

 Shirley McKean, Tempe Historical Museum Advisory Board (Museum Board) member and Public Programs representative, reported that the Tempe History Museum (Museum) is playing host to the following programs in May, 2012, in conjunction with the Museum's "Lessons from the Hohokam: Our Future with Water" exhibit:

- Blue Gold: World Water Wars Part One of a Water Film Series (Presented by Sandy Bahr from the Sierra Club, this film reports on various powers attempting to gain control of the public's water for profit; May 4, 2012);
- **Tapped Part Two of a Water Film Series** (Presented by Eric Kamienski from the City of Tempe Water Department, this 2009 documentary examines the role of the bottled water industry and its effects on our health, climate change, pollution, and our reliance on oil; May 11, 2012);
- The American Southwest: Are We Running Dry? Part Three of a Water Film Series (Presented by an SRP representative and John Sabo, Arizona State University Associate Professor of Life Sciences, this film looks at how the escalating economic toll of the water crisis affects the American Southwest states; May 18, 2012).

Agenda Item 5C: Report - Policy, Procedures and Accessions (P.P.A.)

- Anne Chandler, Policy, Procedures and Accessions (P.P.A.) representative, presented the Tempe Historical Museum Advisory Board (Museum Board) members with a statistics report compiled by *Josh Roffler*, Curator of Collections at the Tempe History Museum (Museum), specific to deposits, acquisitions and loans in *March*, 2012.
- A. Chandler reported that the Museum received 20 provisional deposits in March, 2012. Chandler further noted that there were no new acquisitions or new loans.
- A. Chandler acknowledged the following provisional deposits:
 - Bottles and Household Trash Dug-up from a Tempe Front Yard on Encanto Drive donated by Tony Garrido.
- A. Chandler reported the following information on behalf of J. Roffler:
 - The Museum Collections Area purchased a new printer capable of producing high-quality photo prints from digital scans and is currently being used to print scanned negatives from the Jan Young collection;
 - 5760 photographs from the **Jan Young** collection have been cataloged;
 - Museum interns are housing items from the *textile collection* in archival boxes;
 - 1100 items from the *textile collection* have been cataloged since the textile project began approximately one year ago;
 - Hohokam ceramics on loan from the Archaeological Research Institute have been mounted from display within the Museum's new exhibit, "Lessons from the Hohokam: Our Future with Water."
- A. Chandler stated that the Museum's Collections Area is in need of a Museum Board member to report on its behalf at the monthly Museum Board meetings. Chandler noted that the Museum's Collections Area team meets when necessary to review and discuss items donated to the Museum as a means to determine if the items meet the mission and focus of the Museum and its permanent collection. Chandler cited the following review criteria:
 - Preservation;
 - Duplication:
 - Story (To Tell):
 - Tempe Provenance.

Agenda Item 5D: Report - Tempe Historic Preservation Commission

No report.

Agenda Item 5E: Report - Tempe Historical Society

• No report.

Agenda Item 5F: Report - Diversity Awareness

No report.

Agenda Item 5G: Report - Oral History Program

- Bob McKinley, Tempe Historical Museum Advisory Board (Museum Board) Chair and Oral History Program representative, reported that *Susan Jensen*, Oral History Program Volunteer, continues to complete pending transcriptions. McKinley stated that S. Jensen completed *33 transcriptions* totaling *608 pages* within the timeframe of March, 2011, through March, 2012. McKinley added that S. Jensen recently completed a 17 page transcription of a 2008 interview with *Mr. Muhummed Zubair*.
- B. McKinley further reported that S. Jensen completed the following transcriptions in February, 2012:
 - Narcisa Espinoza, 16 pages;
 - Peterson Zah, 19 pages.
- B. McKinley reported that Sally Mooney of Tucson, Arizona, is conducting interviews of Tempe residents in regards to their memories of Tempe Beach as part of an independent oral history project; B. McKinley acknowledged that interviewees include the following people:
 - **Chuck Holly**, Tempe High School Diving Coach:
 - Joe Spurcale, Long-Time Tempe Lifeguard;
 - **Alex Arredondo**, Member of a Local Tempe Family;
 - Dan Arrendondo, Member of a Local Tempe Family;
 - *Marvin Williams*, Long-Time Tempe Resident.
- B. McKinley noted that the City of Tempe staff-member-led Oral History Committee (Committee) is scheduled to meet at 3:30 p.m. on April 10, 2012, at the Tempe History Museum, to assign specific interviewees to each transcription volunteer, and to discuss other business.
- B. McKinley stated that the Committee's *master nominee list* will be complete prior to the April 10, 2012, Committee meeting.

Agenda Item 6 - Board Member Announcements

No announcements.

Agenda Item 7 - Future Agenda Items

No items.

The next meeting of the Tempe Historical Museum Advisory Board is scheduled to take place at 4 p.m. on May 3, 2012, within the Tempe History Museum Board Room, 809 E. Southern Avenue, Tempe, AZ, 85282.

Meeting adjourned at 4:40 p.m.

Prepared by: Rachael Peterson, Library and Cultural Services Division Administrative Assistant

Reviewed by: Dr. Amy Douglass, Tempe History Museum Administrator

Bob McKinley, Chair Tempe Historical Museum Advisory Board